

# How to add a delivery

Login at [app.dealerbydesign.ca](https://app.dealerbydesign.ca)

#1



Find an open day  
and click the + button

#2



Complete information  
on the Overview tab

#3



Complete other tabs,  
like Accessories

#4



Add any notes with extra  
context or information

#5



Review information,  
click SAVE

#6



Notifications are sent  
out automatically

For more assistance, check out our [Knowledge Base](#)